

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The October meeting of the Board of Regents was held at 10:00 a.m. on Tuesday, October 14, 1941, in the office of the President of the University.

The following were present: Joe Looney, President of the Board, presiding; Regents McBride, Hopper, Wimberly, Chambers. Regents Noble and Craig were absent.

The minutes of the meetings held on September 8 and September 23, 1941, were approved.

President Brandt reported on the enrolment as of October 11, 1941. The total resident enrolment was shown as 5,948, including the Medical School and the School of Nursing in Oklahoma City, a net decrease of 704 from the first semester's enrolment of 1940-41.

President Brandt stated: "In view of the limited facilities, both in personnel and physical plant, a decrease in enrolment is a healthy situation. The facilities we have are totally inadequate for the students we have at the present time." As examples he called attention to the dates of construction of various buildings - the chemistry building in 1916; the geology building in 1919; the engineering building in 1925; all of which were inadequate at the time of construction and when the enrolment was much less than at the present time. Also, the fine arts building which has the largest auditorium on the campus has a seating capacity of approximately 1,800. "The only building on the campus that is adequate is the Business Administration Building, constructed in 1935, and this is overcrowded because it has been necessary to schedule overflow classes from other departments in this building."

In discussing some of the personnel problems President Brandt called attention to the inadequacy of the staff in the Office of the Counselor of Men, which at the present time consists of Mr. Copeland and the secretary. "I wish to call your attention to the fact that the Counselor of Women, who serves far fewer people than the Counselor of Men, has an assistant and two secretaries. In the enlarged program of work which we are planning for the Counselor of Men to undertake, especially in advising male students, it will be physically impossible without an assistant."

President Brandt recommended that Ralph C. Veasey of Oklahoma City be employed on a one-year trial basis as an Assistant to the Counselor of Men at a monthly salary of \$150.00, beginning October 15, 1941.

It was voted to approve the recommendation.

President Brandt discussed the situation in the University Press, stating that with the present staff it was impossible to do the work required and that the only solution would be to employ a night staff.

Following a discussion, President Brandt requested authority "to make adjustments as the demand for printing justifies with my assurance that the utmost economy will be used" and recommended the following appointments on a monthly basis and to continue for such time as may be necessary:

M. E. Reynolds, Linotype Operator, \$160.00 a month, effective October 6, 1941.

John G. H. Scoon, Assistant Editor, \$150.00 a month, effective October 15, 1941.

Ethlyn Coleman, Proofreader, \$90.00 a month, effective October 15, 1941.

He recommended also the employment of a pressman at \$150.00 a month and an assistant pressman at \$125.00 a month, and \$1,200 for student help.

Also, that Mary Alice Hansen, at the present time Secretary at \$100.00 per month be given the title of Associate Editor and that her salary be increased to \$125.00 a month, effective November 1, 1941.

It was voted to approve the recommendations for the University Press.

President Brandt distributed reports on the budget showing all changes made since the adoption of the budget in July, listing all increases and decreases, showing the total increase in the budget, including the recommendations already made and those to follow, the total increase to date being \$12,103.43.

The President reported on the operation of WNAD, the University radio station, stating that the station was reaching all parts of the state and that reports had been received from listeners far beyond the borders of the state. He stated the staff is complete with the two new appointments discussed at the meeting held on September 23 - Noel Kaho, script writer and announcer, and Walter Haskell Evans, Radio Technician, to be included in the recommendations to come before the Board later. He stated further the football broadcasts were proving satisfactory and that many favorable responses had come to the station.

The following items were reported and recommendations made:

Reported the death of Philip C. Albertson, Assistant Professor of Marketing, College of Business Administration, on Saturday, September 20, 1941.

Resignations

Joyle Marie Griffin, Stenographer in the Graduate Placement and Records Bureau on September 6, 1941.

Roberta Huff, Secretary to the Counselor of Women, on October 15, 1941.

Lucile Brotherton, Stenographer, Comptroller's Office, on October 31, 1941.

Mrs. Nell Ridpath, Housekeeper in the University Infirmary, on October 1, 1941.

Ethelyn McElwee, Record Librarian in the University Infirmary, on leave of absence from October 1, 1940, to October 1, 1941.

The resignations were accepted.

New Appointments

Raymond Russell White, Assistant Professor of Secretarial Science, \$2,000.00, effective September 1, 1941, to take care of the overflow in that department.

Walter Haskell Evans, Radio Technician, \$100.00 a month, effective September 1, 1941, to July 1, 1942.

New Appointments cont.

Noel Kaho, Radio Announcer, \$100.00 a month, to date from October 1, 1941, to July 1, 1942.

Alyne Hines, Stenographer, Graduate Placement and Records Bureau, \$75.00 a month, to date from September 15, 1941.

Replacement Appointments

Henry Rains Kroeger, Assistant Professor of Mechanical Engineering, \$2,400.00, September 1, 1941, in place of E. E. Ambrosius, resigned.

Winston Oliver Smith, Assistant Professor of Mechanical Engineering, \$2,331.00 September 1, 1941, in place of Charles N. Paxton who is in Army service. This appointment is on temporary basis pending the return of Mr. Paxton.

John Harper Thomas, Instructor in Mechanical Engineering, \$1,800.00, September 1, 1941, in place of D. O. Nichols, Jr., in Army service.

Harvey C. Hansen, Instructor in Sociology, \$900.00 for one semester's service, September 1, 1941, replacing Leonard Logan who is on leave of absence.

Gerald Tuma, Special Instructor in Electrical Engineering, \$200.00 per month, to date from September 1, 1941. Mr. Tuma and Mr. Wiley are replacing Mr. Almquist and Mr. Challenner who are in Army service. Mr. Wiley was reported at the previous meeting.

The appointments were approved as recommended.

Salary Adjustments

Naomi Wall, Secretary to the Dean of the College of Arts and Sciences, increased from \$150.00 to \$160.00 a month, effective October 1, 1941.

Nellita Jones, Secretary, Department of Physical Education for Women, increased from \$80.00 to \$100.00 a month, effective October 1, 1941.

The salary adjustments were approved as recommended.

General Employees - Replacements

Naomi Middleton, Secretary to the Counselor of Women, effective October 13, 1941, \$120.00 a month. Recommended further that her salary be increased to \$125.00 a month at the end of six months if her services prove satisfactory.

Lydia Spencer, Record Librarian, University Infirmary, October 1, 1941, \$75.00 a month, without maintenance. Miss Spencer has been employed since October 1, 1940, substituting for Miss McElwee, on leave of absence and who has resigned.

Mrs. Augusta Herman, Housekeeper, University Infirmary, October 1, 1941, \$50.00 a month, without maintenance, on an eleven months' basis - no salary during the month of August.

Appointments approved as recommended.

Academic Titles

Alma Gaardsmoe, Director of the Residential Halls, be given the rank of Instructor in Educational Guidance, effective September 1, 1941, without change in salary.

Virginia Reinecke, Assistant Counselor of Women and Director of Union Activities, be given the rank of Instructor in Educational Guidance, effective September 1, 1941, without change in salary.

Recommendations approved.

The budget provides for the employment of an office engineer in the Department of University Utilities at a salary of \$1,800.00 a year. To date this position has not been filled.

Recommended that John McCall be employed as engineer at a salary of \$200.00 a month for November, December and January for work in connection with the Westheimer Flying Field, on which construction is to begin immediately; also, that William May be employed as office engineer effective November 1, 1941, at a salary of \$150.00 a month. Mr. May has been doing architectural work for Mr. Smay in connection with the Isolation Ward Building in Oklahoma City, the N.Y.A. dormitories, and preliminary plans on the Airport.

The total of the salaries for both men will be \$1,800.00, the amount set aside in the budget.

Appointments approved as recommended.

Isolation Ward Building at the Crippled Children's Hospital

President Brandt reported that all hope to secure Federal funds for the construction of the Isolation Ward Building at the Crippled Children's Hospital in Oklahoma City had been given up and that the appropriation made on a contingent basis during the Seventeenth Legislature would lapse on November 11, 1941.

N. Y. A. Dormitories

President Brandt read a letter from Walter W. Kraft, Superintendent of University Utilities, concerning the supervision of electrical and the heating and plumbing work in the dormitories, stating that due to restrictions in the state N. Y. A. on overhead, the amount for supervision had been materially reduced. Mr. Kraft stated: "It is my opinion that it is highly essential that we have complete control and close supervision of this part of the program."

Reading further from Mr. Kraft's letter: "I have given this matter some thought and have discussed it with our Mr. Kelso and Mr. Benning. They have agreed to supervise this work. However, for them to assume this responsibility it is adding a considerable burden to their already heavy regular duties, and it seems, therefore, that we should try to compensate them for this extra work by increasing their salaries for the period of this construction. The estimated cost of the electric work on the three buildings is approximately \$8,000.00. The cost of the heating and plumbing will be approximately \$19,000.00. I there-

10,9

fore recommend that Mr. J. B. Kelso be allowed \$360.00 additional compensation to be paid in twelve equal installments beginning November 1, 1941. I would, also, like to recommend that Mr. L. R. Benning be allowed an additional salary of \$600.00, to be paid in twelve equal installments beginning November 1, 1941."

Following a discussion of the matter and on recommendation of President Brandt, it was voted to allow the additional compensation for Mr. Kelso and Mr. Benning.

Night Watchman

President Brandt stated: "I recommended at the meeting before last that C. L. Wilkerson who was to be employed as a night watchman be not given an appointment due to the fact that his father is also a member of the utilities staff. I am now reversing myself, not that I have changed my mind at all regarding relatives working on the University payroll, but due to the general circumstances surrounding this case. Mr. Wilkerson has been working for the University now seven years on "off and on" jobs with a definite view of getting a job with the University. He is supporting his family and two fine boys, and his ambition has always been the job he now has. I have made him, unfortunately, a first victim when there are more flagrant cases on the campus, cases incidentally, on which I am not ready to make a recommendation because I have not had an opportunity to study the matter thoroughly. But, in view of all circumstances, I want to recommend the appointment of Mr. Wilkerson at this time as a night watchman, and then I want to make a public announcement that hereafter no relatives will be employed."

The appointment of C. L. Wilkerson as night watchman, at a salary of \$90.00 a month, effective October 1, 1941, and for the balance of the current fiscal year, was approved.

The Board recessed for lunch at the Union Building at 1:00 p.m. Mr. Brandt stated he had asked several new members of the staff to attend the luncheon in order that members of the Board and the staff members might become acquainted with each other. Also, that he would invite other members of the staff to subsequent luncheons of the Board. The following staff members were present:

J. S. Walton, Professor of Chemical Engineering.
Howard Larsh, Instructor in Botany and Bacteriology.
Henry S. Robinson, Instructor in Classical Languages.
William O. Baxter, Assistant Professor of English.
Helene Priester, Instructor in Home Economics.
Marion Robinson, Instructor in Physical Education for Women.
Will Ransom, Art Editor, University Press.
Alma Gaardsmoe, Director, Residential Halls for Women.

The Board reconvened at 2:00 p.m. in the President's Office.

President Brandt presented for signature by the President and Secretary of the Board the contract for reciprocal easements covering the land owned by the City of Norman and lying adjacent to the Max Westheimer Flying Field. The contract has been executed by the City of Norman, and the signatures have been acknowledged before a Notary Public. The resolution authorizing the Mayor and City Clerk of the City of Norman to execute the contract was also presented. A letter from the Attorney General approving the contract was attached.

10:58

It was voted to authorize the President and Secretary of the Board to sign the contract and that this contract together with all official communications be made a part of the minutes of this meeting. Copy of contract and communications follows:

"STATE OF OKLAHOMA

Mac Q. Williamson
Attorney-General

Office of the Attorney General
Oklahoma City

October 3, 1941

"Dr. Joseph A. Brandt
President of the
University of Oklahoma
Norman, Oklahoma

Dear Dr. Brandt:

"In reply to your letter of September 13, 1941, in which you submitted to this office a proposed 99-year lease contract between the City of Norman and the University of Oklahoma for our consideration, you are advised that this office has examined said contract and determined that same should be modified in some respects.

"Therefore, we have prepared a form of contract, and send same to you herewith, which is approved by the Attorney General for the uses and purposes therein set out.

"Very truly yours,

FOR THE ATTORNEY GENERAL

(Signed)
John H. Poe
Assistant Attorney General"

APPROVED IN CONFERENCE

10 MO. 1 DAY, 19 41

L. W. (Signed)

"J. D. HOLLAND
Attorney-At-Law
First National Bank Bldg.
Norman, Oklahoma

October 8, 1941.

"Mr Walter Kraft,
Norman, Oklahoma.

Dear Sir & Friend: In re: University Contract - Flying Field

"The commission met last night and passed the resolution authorizing the Mayor and City Clerk to execute the contract. On account of the fact that the Attorney General wishes the resolution published, the contract is dated the 9th, the first day it can be published.

"It seems to me that it is a matter which should be placed on record in the office of the County Clerk of Cleveland County, and I wish you would let me know if you are having your executed copy so placed of record - it would not be necessary to place but one of them of record, as it will be recorded and returned, as you know.

"The only change made is in the amount of money remaining on hand - we changed the contract to read "in the amount of \$8,963.85" instead of "not more than \$9,000.00". I thought it would be better to make it the exact amount, on account of it being the expenditure of public funds.

"I enclose herewith certified copy of the resolution - also the original contracts, 2 in number, executed by the Mayor & City Clerk. Please have your parties execute in duplicate, and when returned to you, let us have one of the executed instruments. Enclosed also is one of the extra copies - can have it certified by the clerk at any time, or can have any number you wish certified and furnished you at any time.

"Trusting this is in accordance with your requirements, and with best personal wishes to you, I am

Yours very truly,

(Signed)
J. D. Holland
City Attorney"

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RESOLUTION NO. 75

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO AND EXECUTE CONTRACT FOR RECIPROCAL EASEMENTS FOR A PERIOD OF 99 YEARS WITH THE BOARD OF REGENTS AND THE UNIVERSITY OF OKLAHOMA ON CERTAIN HEREINAFTER SPECIFICALLY DESCRIBED REAL PREMISES AND PROPERTY, FOR AVIATION AIRPORT PURPOSES PURSUANT TO BONDS ISSUED AND PROPERTY ACQUIRED BY THE CITY OF NORMAN FOR SUCH PURPOSES

WHEREAS, heretofore, at a bond election duly and legally held for the purpose of issuing the bonds of the City of Norman, Oklahoma, for Aviation Airport Purposes, bonds in the amount of \$20,000.00 were duly and legally issued by said city; and

WHEREAS, after the purchase of the hereinafter described real premises and property, and incidental expenses in connection with the recordation and abstracts of title to said property, there remain the sum of \$8963.85 out of said bond issue; and

WHEREAS, a reciprocal easement contract has been prepared and submitted covering the use of said properties for a period of 99 years and the disposition of the funds remaining on hand in the making and erecting of aviation airport improvements on said land by the University of Oklahoma and the United States of America, if desired for use by the U. S. A.; and

WHEREAS, it is deemed expedient and advisable, and to the best interests of the City of Norman and its inhabitants, and is pursuant to the objects and purposes to be attained by the issue of said bonds, that the said contract be entered into with the said Board of Regents and the said University of Oklahoma

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE CITY OF NORMAN, OKLAHOMA:

Section 1. That the Mayor and City Clerk be and they hereby are authorized and directed to execute contract and agreement with the Board of Regents and the University of Oklahoma, wherein and whereby the use of the following described real premises and property, belonging to the City of Norman, Oklahoma, located in Cleveland County, Oklahoma, to wit:

The North 1320 feet of the Southwest Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian; and a tract of land described as: Beginning at the Northwest Corner of the Northeast Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian, said corner being marked by an iron pipe, thence East along the Section Line for a distance of 1325 feet; thence South for a distance of 860.2 feet; thence West for a distance of 820 feet; thence in a Southwesterly direction to a point in the West Line of the said NE $\frac{1}{4}$ Section 24-9N-3W; thence North a distance of 1500 feet to point of beginning. Said first tract containing 80 acres, more or less, and said second tract containing 29.87 acres, more or less.

Section 2. That the City Clerk be directed to file the original of this resolution, together with the original of said contract, in his office as a permanent record thereof; that he furnish the said Board of Regents and said University of Oklahoma a certified copy hereof, and that he be further directed to see that the said contract and said resolution be placed on record in the office of the County Clerk of Cleveland County, Oklahoma.

Passed and approved this 7th day of October, 1941.

Attest:
(Seal)
MAURICE CROWNOVER
City Clerk

SYLVESTER GRIM
Mayor

CONTRACT FOR RECIPROCAL EASEMENTS

This agreement made and entered into by and between the City of Norman, Oklahoma, a municipal corporation, Party of the First Part, and the Regents of the University of Oklahoma, a body corporate, for itself and for the University of Oklahoma, Party of the Second Part, WITNESSETH:

WHEREAS, Party of the First Part is the owner of the following described property located in Cleveland County, State of Oklahoma, hereinafter for convenience referred to as Tract No. 1, to-wit:

The North 1320 feet of the Southwest Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian; and a tract of land described as: Beginning at the Northwest Corner of the Northeast Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian, said corner being marked by an iron pipe, thence East along the Section Line for a distance of 1325 feet; thence South for a distance of 860.2 feet; thence West for a distance of 820 feet; thence in a Southwesterly direction to a point in the West line of the North East Quarter of said Section Twenty-four, 1500 feet south of the Northwest Corner of the Northeast Quarter of said section; thence North to point of beginning.

and

WHEREAS, said property was acquired by said Party of the First Part for aviation airport purposes, and

WHEREAS, Party of the Second Part is the owner of the following described property located in Cleveland County, State of Oklahoma, hereinafter referred to as Tract No. 2, to-wit:

The Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty-four (24), Township Nine North (9-N), Range Three West (3-W) of the Indian Base and Meridian, containing one hundred and sixty acres more or less according to the Government survey thereof,

and

WHEREAS, said property of the Party of the Second Part is being used in the furtherance of the educational program of the University of Oklahoma, in the Department of Aeronautical Engineering of said University, and

WHEREAS, the objects for which each of the parties hereto hold and desire to use their respective tracts of land are compatible and kindred in nature and will be better served by the conjoint use of said tracts as a unit, for aeronautical and aviation airport purposes, than the objects of either of the parties would be served by the separate use of said tracts.

NOW THEREFORE, the consideration binding the parties hereto in this contract is declared to be the reciprocal covenants, grants and promises of and from each of said parties to the other, as hereinafter set forth:

1. Party of the first part hereby grants and sets over unto party of the second part the right to use for a period of ninety-nine years from the date hereof, the property herein referred to as Tract No. 1, as part and parcel of an enterprise which shall be known as the "Max Westheimer Flying Field", which said Max Westheimer Flying Field shall consist of all of the property herein mentioned as belonging to either party, together with such other property as party of the second part may hereafter acquire for use in said enterprise.

2. Party of the first part further covenants and agrees to assume responsibility for paying the cost of constructing improvements of a proper kind and adequate of airport purposes upon Tract No. 1, in an amount of Eight Thousand nine hundred sixty three dollars and eighty-five cents (\$8,963.85).

3. Party of the second part hereby covenants and agrees to develop, improve, operate and maintain the Max Westheimer Flying Field, with such funds as are, or may hereafter become available for such purposes, for such period of time as such flying field is necessary or convenient in carrying out the educational program of the University of Oklahoma for its Department of Aeronautical Engineering, and said second party hereby grants unto party of the first part the right to use said Max Westheimer Flying Field as a municipal airport, subject to such reasonable restrictions and limitations as are necessary to prevent interference with the educational program of the Department of Aeronautical Engineering of the University of Oklahoma.

4. Party of the second part covenants and agrees to bear, pay and discharge all lawful taxes, assessments and levies, including special assessments, if any, of every kind, name and nature which may be or have heretofore been taxed, charged or assessed against the property comprising the Max Westheimer Flying Field, or upon any of the building or improvements thereof, or which may be hereafter imposed upon said property, except such as may by law be cancelled or stricken. Nothing herein shall ever be construed to be a waiver of any legal immunity which exists or may hereafter exist in favor of either party hereto from suit or from the payment of taxes.

5. It is expressly agreed by and between the parties hereto that party of the first part shall have the right to use sufficient space and ground on Tract No. 1, as aforesaid, for the drilling, equipping and operating of water wells, if said first party at any time deems it expedient or advisable to drill such wells on said Tract No. 1 for its uses and purposes in supplying the City of Norman and its inhabitants with water; provided however, that said wells shall be so placed as to not interfere with the rights of party of the second part in its use of said Max Westheimer Flying Field, under the provisions of this instrument.

6. It is further covenanted and agreed that the rights, uses, and privileges granted by each of the parties to the other in this instrument shall be automatically terminated in the event the party of the second part ceases to use the Max Westheimer Flying Field in the furtherance of the educational program of the University of Oklahoma for its Department of Aeronautical Engineering; provided however, the use of said flying field by the United States of America for national defense purposes or for the development of an air force shall not effect a termination of this agreement. At the expiration of ninety-nine years from this date, or at such earlier time as this agreement may be terminated under the provisions hereof, party of the first part shall be possessed of all the buildings and improvements of whatsoever nature that have been placed and are then remaining upon Tract No. 1, free of any use or encumbrance whatsoever.

7. It is further covenanted and agreed that as between the parties hereto, neither party shall be liable for damages resulting from the negligence of the other party, or resulting from the negligent or tortious acts of the agents or servants of such other party.

IN WITNESS WHEREOF the Mayor and City Clerk of the City of Norman, Oklahoma, acting in pursuance of authority conferred upon them by Resolution No. 75, passed by the City Commission of the City of Norman, Oklahoma, on the 7th day of October, 1941, and duly published on the 9th day of October, 1941, do hereby execute this instrument for and on behalf of the City of Norman, Oklahoma, party of the first part, and the President and Secretary of the Board of Regents of the University of Oklahoma, acting in pursuance of authority conferred upon them by Resolution No. -----, duly passed by the Regents of the University of Oklahoma, on the 14 day of October, 1941, do hereby execute this instrument for and on behalf of said Regents and the University of Oklahoma.

ACKNOWLEDGMENT

STATE OF OKLAHOMA,)
)
) SS.
Cleveland COUNTY,)

Before me, Dovie South, a Notary Public in and for the said County and State, on this 14 day of October, 19 41, personally appeared Joe Looney, to me known to be the identical person who subscribed the name of the Regents of the University of Oklahoma for itself and for the University of Oklahoma, party of the first part thereof to the foregoing instrument as the President of said Regents, and acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed of the Regents of the University of Oklahoma and the University of Oklahoma for the uses and purposes therein set forth.

Witness my hand and official seal the day and year last above written.

(Signed) Dovie South
Notary Public

(SEAL)

My Commission Expires: October 15, 1941

Oklahoma Geological Survey - Transfer of Funds

At the request of Robert H. Dott, President Brandt recommended transfer of funds in the Oklahoma Geological Survey, as follows:

Transfer \$200.00 from Account No. 17g3, Co-operative Oil and Gas Structure Map, to Account No. 17g7, Travel.

Transfer \$100.00 from Account No. 17g3, Co-operative Oil and Gas Structure Map, to Account No. 17g10, New Equipment.

It was voted to authorize the transfer of funds as recommended.

President Brandt reported that in accordance with the policy of the Board to grant not to exceed five free scholarships in the Professional Writing Course, Professor W. S. Campbell had recommended the following students for these scholarships:

Earl Hansford Martin
Josephine Hawks

Recommended that these students be approved for scholarships.

The recommendation was approved.

President Brandt read a letter from Dean John Hervey recommending an adjustment in salaries for Professors Floyd A. Wright and W. B. Swinford, to equalize their salaries with other members of the Law School faculty. He recommended that action on this recommendation be deferred until he had had an opportunity to make a study of the whole question of salary adjustments.

The recommendation was approved.

President Brandt read the following letter from Mrs. Henry Goins, wife of Henry Goins, formerly janitor in the Armory:

"September 9, 1941.

"Mr. Kraft:

"Would you let me know if the state could pay Mr. Goins some of his salary. He is still very sick, and as he had worked for the state for about 19 years, feels like he is entitled to at least a little salary, being he is sick. He should be in a hospital but on his small help he is getting, can not.

"I thot if they could pay him some, if he gets well, later could pay it back and if he don't get well, I will see that they get the money back.

Respectfully,

Mrs. Henry Goins."

President Brandt explained that Mr. Goins was removed from the pay roll on July 31 following two months of illness and that it was necessary to employ someone else to take his place. Mr. Goins was told that he would be reinstated as soon as he was able to return to work.

There was a discussion of the matter, and it was the sense of the Board that "we are without legal authority to pay a salary to any employee who is not rendering service."

The President was directed to so notify Mrs. Goins and express regret that there is no provision for assistance and the hope that Mr. Goins will soon regain his health.

There was a general discussion on the question of group insurance, and it was voted that Regent Wimberly look into the matter.

President Brandt discussed the proposal of establishing a Summer Linguistic Institute at the University during the summer of 1942. He stated he had discussed this matter with Mr. R. T. House, Chairman of the Department of Modern Languages and certain members of his staff and read excerpts from letter from other members of the staff, and from one by Leonard Bloomfield of the Yale University Department of Linguistics, favoring the establishment of the Institute. He read the following historical note:

"The Summer Institute of Linguistics was founded seven years ago when two linguists, engaged in translating the Bible for Indian tribes of Mexico and Central America, met to discuss their problems. In seven years the group grew to 60 with a staff of seven at its head. By using the scientific training in language analysis these men and women have been able to cut the time formerly needed for making an alphabet, analysing the grammar and translating the Bible to half, and even less. Several members of this Institute, only seven years old, have already made their translations. There are at present nearly 100 of its members in fifteen different countries, on four continents. Their work has won the praise and approval of the recent Cardenas regime in Mexico since that government has recognized the value of rendering its peoples literate. Incidentally, they give the native tribes an alphabet and teach them to read within a month. It has received high praise from John P. Harrington, senior ethnologist and linguist at the Bureau of Ethnology, Smithsonian Institution, Washington, D. C."

President Brandt stated he had been informed by Professor House that some courses of interest to language teachers would be offered and that this, no doubt, would attract such teachers from the high schools of the state. He stated further the University would be expected to provide living quarters for the group which would probably not exceed 100 and that investigations had revealed the possibility of taking over the Masonic Dormitory or some of the larger rooming houses near the campus, but that the Masonic Dormitory would offer the best accommodations and at the lowest cost, considering all circumstances. The cost of the dormitory for the ten-weeks session was quoted at \$1,000.00 and other incidental expenses would not exceed \$200.00, making the total commitment for the University \$1,200.00. There is a possibility of reducing this amount, since the entire dormitory would not be needed, and any revenue from rentals from other rooms would reduce the expenditure. Also, any additional students attracted would provide income toward the summer school budget.

Following a discussion of the matter, it was voted to authorize the establishment of the Summer Linguistic Institute for the summer of 1942 at a total expenditure of not to exceed \$1,200.00.

Attention was called to the fact that the Masonic Dormitory had been used as living quarters during Boys' State, and it was the sense of the Board that there be no interference with the program of Boys' State so far as their accommodations in the Masonic Dormitory are concerned. The President was directed to make an investigation of this matter before making a contract for the Masonic Dormitory.

Polo

President Brandt recommended that polo be continued as an intercollegiate sport. He explained that heretofore one of the R. O. T. C. officers had been qualified to coach polo, but at this time there is no one on the staff who has had experience as a polo coach, there being one less officer. Several transfers have been made, leaving us without a polo coach. He stated Jap Haskell had promised to provide funds to pay the salary of a coach on a part-time basis and the awards. The only expense to the University would be the expense of providing feed for several private mounts which had been brought to the stables by students. He estimated the expense to the University would not exceed \$250.00 and that there is a possibility the total expense might be taken care of through the Polo and Riding Association.

It was voted to underwrite the expense not to exceed \$250.00 and to continue polo as an intercollegiate sport.

Inauguration

The Chair called attention to the fact that no plans had been announced, or date set for the formal inauguration of the new President. Following a discussion of the matter, the Chair was authorized to appoint such committees as he deems advisable and to make all necessary arrangements for the inaugural ceremony. No definite date was set, but it was the sense of the Board that the inauguration take place early in the year of 1942, the exact time to be determined by the President of the Board and his committees.

Maurice Halperin

President Brandt read a letter from Ralph E. Himstead, National Secretary of the A. A. U. P., concerning Maurice Halperin. During the discussion that followed, it was suggested that since he did not accept the exchange professorship in Haiti, the previous action granting him leave of absence on half pay be rescinded. This suggestion was not put in the form of a motion, and no official action was taken.

President Brandt recommended that Professor Halperin be given a hearing with a view to reinstatement. Since there was not full attendance of the Board, no action was taken on this recommendation. By mutual consent it was agreed that President Brandt write in reply to the letter from Mr. Himstead, stating that the matter would be brought up at the next meeting of the Board of Regents when there could be full attendance and that there was no doubt the Board would grant Mr. Halperin a hearing if he so desired.

President Brandt submitted the following items from the Medical School and University Hospitals and recommended approval. He stated Dr. Chambers, Chairman of the committee, had reviewed the recommendations and indicated approval.

Resignations

Francis C. Lawler, Assistant Professor of Bacteriology, September 15, 1941.

Mildred Gossett, Secretary to the Dean, October 15, 1941.

Dorothy Anderson, X-Ray Technician, August 31, 1941.

Frank Louthan, Jr., Cashier, September 9, 1941.

Bessie Souders, Head Nurse, September 21, 1941.

William Oxley, Laboratory Technician, September 30, 1941.

Frances Henry, Assistant Director of the School of Nursing, on leave of absence during 1940-41, ~~September 1, 1941.~~ May 27, 1941

Dora Crooks, Instructor in Nursing Education, September 1, 1941.

Resignations cont.

Kathryn Wolf, Bookkeeper and Claim Clerk, June 30, 1941.

J. T. Barr, Clerk in Business Office, July 3, 1941.

Myna Northern, Head Nurse, June 30, 1941.

Vernal Johnson, Laboratory Technician, August 13, 1941.

Martha O'Leary, Head Nurse, July 31, 1941.

The resignations were accepted.

Leaves of Absence Without Pay

Ann Taylor, Medical Social Worker, September 21, 1941, to June 1, 1942.

Owen Royce, Jr., Instructor in Medicine, Director of the Out-Patient Department, called for active military service, August 31, 1941.

Genevieve Pemberton, Teacher, leave of absence without pay from July 1 to August 31, 1941.

The leaves of absence as recommended were approved.

Return from Leave of Absence Without Pay

Keturah Foulks, Medical Social Worker, \$130.00 a month, September 1, 1941.

This was approved as recommended.

Appointments

Roberta Huff, Secretary to the Dean of the Medical School, effective October 16, 1941, at a salary of \$140.00 a month. Miss Huff's salary is to be increased to \$150.00 a month after six months.

Olga Broks Dittig, Assistant Director of the School of Nursing, \$150.00 a month plus maintenance, in place of Elizabeth Fair, Instructor in Nursing Education, who has been Acting Director during the past year. This appointment began August 27, 1941.

Alice Swenson, Instructor in Nursing Education, at a salary of \$90.00 a month plus meals and laundry, effective September 1, 1941, in place of Dora Crooks who has resigned.

W. E. Smith, Clerk, \$115.00 a month, July 1, 1941.

J. Warren Bishop, Storeroom Clerk, \$65.00 a month, July 7, 1941.

Maurine K. Jones, Teacher, \$100.00 a month for July and August, 1941.

Richard M. Logue, Junior Intern, \$100.00 a month, August 25, 1941.

Elbert Allen, Cashier, \$90.00 a month, September 7, 1941.

Mildred Louise Flynn, Laboratory Technician, \$100.00 a month, September 17, 1941.

G. N. Barry, Director of Outpatient and Admitting Departments, \$200.00 a month on a part time basis, September 1, 1941.

L. M. Farnum, Jr., Assistant Director of Outpatient and Admitting Departments, \$125.00 a month on a part time basis, October 1, 1941.

The appointments were approved as recommended.

Salary Adjustments

Elaine deBorra, Instructor in Nursing Education, salary increased from \$110.00 to \$125.00 a month, July 1, 1941.
 Salaries of 42 General Staff Nurses increased from \$65.00 to \$70.00 a month, effective July 1, 1941.
 Salaries of 2 General Staff Nurses in Surgery increased from \$65.00 to \$75.00 a month, effective July 1, 1941.
 Virginia Montgomery, Head Nurse, Cystoscopic Department, salary increased from \$75.00 to \$85.00 a month, effective July 1, 1941.
 Warren O. Havely, Admitting Clerk, salary increased from \$80.00 to \$85.00 a month, effective July 1, 1941.

The salary adjustments were approved as recommended.

Promotions

Bob L. Jones, promoted from Clerk to Bookkeeper and Claim Clerk, salary increased from \$115.00 to \$125.00 a month, July 1, 1941.
 Andrew Peterson, promoted from Storeroom Clerk to Clerk in Business Office, salary increased from \$65.00 to \$80.00 a month, July 1, 1941.
 Ruth Paris, promoted from General Staff Nurse to Head Nurse during the months of July and August and salary increased from \$70.00 to \$85.00 a month. She will return to General Staff Nurse on September 1, 1941.
 Armin Hinkleman, from Admitting Clerk to X-Ray Technician, salary increased from \$80.00 to \$100.00 a month, September 1, 1941.
 James R. Bernier, from Storeroom Clerk to Admitting Clerk, salary increased from \$65.00 to \$80.00 a month, September 1, 1941.

The promotions were approved as recommended.

Transferred to Medical School

Carl A. Wagner, Plumber to serve as general Utility Man in the Medical School, \$100.00 a month, September 30, 1941.

The transfer was approved.

Called to Military Service

Curtis H. Epps, Resident in Pathology and Instructor in Clinical Pathology, July 1, 1941.
 Eugene B. Ley, Assistant Resident in Surgery, July 10, 1941.
 William R. Armstrong, Assistant Resident in Ophthalmology and Oto-Rhino-Laryngology, June 25, 1941.

Approved.

Interns Promoted to Residencies, effective July 1, 1941.

- H. Thompson Avey, Senior Intern to Resident in Medicine, salary increased from \$25.00 to \$50.00.
 D. R. Bedford, Junior Intern, Locum Tenens, to Assistant Resident in Medicine, salary increased from \$10.00 to \$50.00.
 John W. Cavanaugh, Senior Intern to Resident in Surgery, salary increased from \$25.00 to \$50.00.

Residents whose services are continued.

- A. L. Swenson, Resident in Orthopedics, salary increased from \$60.00 to \$75.00.
 R. C. Stauffer, Resident in Orthopedics, salary increased from \$50.00 to \$60.00.
 John M. Parrish, Resident of Obstetrics, \$85.00.
 Rugie R. Coates, Resident in Eye, Ear, Nose and Throat, salary increased from \$75.00 to \$85.00.

Residents Employed

- Harvey M. Richey, Assistant Resident in Surgery, \$50.00, July 1, 1941.
 Felix M. Adams, Resident in Pathology, \$50.00, July 1, 1941.
 Roy I. Peck, Resident in Orthopedics, \$50.00, July 1, 1941.
 Peter E. Russo, Resident in X-ray, \$50.00, July 14, 1941.
 James K. Skahen, Resident in Anesthesia, \$50.00, July 1, 1941.
 Benjamin Raxlen, Resident in Anesthesia, \$50.00, July 13, 1941.
 Kenneth C. von Pohle, Assistant Resident in Obstetrics, \$50.00, July 1, 1941.
 Margaret Zolensky, Resident in Pediatrics, \$50.00, July 1, 1941.
 L. E. Pace, Resident in Dentistry, \$50.00, July 1, 1941, plus \$25.00 for living outside the hospital.
 Karl W. Scott, Assistant Resident in Eye, Ear, Nose and Throat, \$50.00, July 21, 1941.
 John T. Jacobs, Orthopedic Fellow, \$200.00, July 1, 1941.

Junior Interns promoted to Senior Interns July 1, 1941, salaries increased from \$10.00 to \$25.00

Ralph S. Armstrong
 J. D. Ashley, Jr.
 James W. Beattie
 Harold Dyer
 J. Andrew Graham

John B. Jarrott
 G. W. McClure
 Vincent Mazzarella
 Leland F. Shryock
 George W. Winkelman

Junior Interns employed July 1, 1941, salary \$10.00

- Edward E. Anderson
- Charles M. Bielstein
- J. Gordon Claypool
- Francis J. Daugherty
- Harrell C. Dodson
- Edwin Fair
- J. Gordon Hedrick
- Philip Joseph
- Robert Alvin Rix, Jr.
- Daniel L. Tappen

All resident appointments were approved as recommended.

President Brandt reported that Dr. Eleanora Schmidt-Peaster, Physician for Women in the University Infirmary had been transferred from the Infirmary pay roll to the University pay roll, because the reduction in enrolment had resulted in a corresponding reduction in revenues for the Infirmary. Dr. Peaster does some teaching as do others of the Infirmary staff. Her annual salary is \$3,600.00, and the transfer was made on September 1, 1941.

There was a discussion concerning the date for the next meeting of the Board. It was voted to schedule the meeting on Friday, November 7, the day preceding Homecoming.

There being no further business the meeting was adjourned at 5:00 p.m.

Emil R. Kraettli
 Emil R. Kraettli, Secretary.